

ARCHITECT (534-03)

SALARY: \$55,120.00 - \$77,916.80 annually, plus liberal fringe benefits

Management Category IV

THE POSITION

This is professional work in the preparation of architectural plans, design, and specifications for City buildings and structures.

Work in this class involves the performance of specialized work in the preparation of architectural plans, designs and specifications. Work is received through oral and written assignments in the form of an explanation of the purpose, approximate capacity, cost and general features of the building, and the employee proceeds independently with the preparation of architectural designs and plans without technical supervision. General supervision is given by review of general and detailed dimensions, and cost and material estimates.

NOTE: The duties of this position will include all of those duties set forth in the official job description.

THE REQUIREMENTS

1. Have graduated from an accredited college or university with a Bachelor's degree in architecture, unless architectural registration was obtained prior to institution of the law requiring graduation.
2. Have two (2) years experience in the practice of architecture.
3. Be a registered architect in the State of Florida.

THE EXAMINATION

Depending on the number of applicants and the quality of their education and experience, the examination may consist of one or more of the following tests: Evaluation of Training and Experience, Oral Interview, Written Examination, or other assessment method. Applicants must attain a minimum score of 70 in each part of the examination in order to qualify. All successful applicants will be required to pass a medical examination, including drug screening, prior to appointment.

NOTE: If the position warrants, candidates may be required to successfully pass a polygraph examination prior to employment.

NOTE: ALL APPLICANTS MUST COMPLETE ATTACHED SUPPLEMENTAL QUESTIONNAIRE AS WELL AS THE STANDARD EMPLOYMENT APPLICATION.

HOW TO APPLY

Application forms should be filled out completely and should clearly show that the minimum qualifications are met. Eligibility for hire may be based on a rating of the application; therefore, completeness and accuracy are of the utmost importance. Official City of Fort Lauderdale applications will be accepted and **received** at the Department of Human Resources, City Hall, 100 North Andrews Avenue - 3rd Floor, Fort Lauderdale, Florida, open continuously until sufficient applications have been received.

MSM:02/14/05:Ann#115-534-03

MSM:Ann#7-534-03:10/09/05: Sal Chg

MSM:04/09/06: Sal Chg

Medical Group III

ARCHITECT

Name _____ SSN _____

**CITY OF FORT LAUDERDALE
SUPPLEMENTAL EMPLOYMENT QUESTIONNAIRE
FOR
ARCHITECT (534-03)**

Complete the following information regarding your employment experience. Please answer **ALL** questions even though you may have already supplied some of this information on the standard employment application. If more space is needed, attach additional sheets using this format.

1. Do you have a Bachelor's degree in Architecture? _____ Yes _____ No

PLEASE SUBMIT COPY OF BACHELOR'S DEGREE

2. Do you have two (2) years experience in the practice of architecture? _____ Yes _____ No

3. Are you a Registered Architect in the State of Florida? _____ Yes _____ No

PLEASE SUBMIT COPY OF ARCHITECT REGISTRATION

4. List all/any software packages you are experienced in and at which employer you gained this experience.
(Operating system, CAD, and general office)

<u>Software Package</u>	<u>Employer</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

5. Please list the types of building projects you have worked on. (Schools, residential, hotels, etc.)

6. How many hours a week, if any, do you spend performing architectural services for clients other than your principle employer? _____ Hours Per Week

	Most Recent Job	2nd Most Recent Job	3rd Most Recent Job
7. Job Title			
8. Name of Employer			
9. # of Months Employed			
10. # of Employees Supervised			

List % of time spent performing each of the following tasks:

PERCENTAGES MUST TOTAL 100% FOR EACH COLUMN

A. Personally producing construction documents.			
B. Supervising the production of construction documents.			
C. Meeting with permitting agencies.			
D. Developing program information with clients.			
E. Construction Admin. through site inspections.			
F. Formal presentations to clients.			
G. Site Plan Design			
H. Building Conceptual Design			
I. Coordination of Engineering Consultants			
J. Project cost estimating			
K. Multiple project scheduling through all design phases.			

My signature affirms that all information contained in this supplemental questionnaire is true to the best of my knowledge and that I understand that any misstatement of fact may result in disqualification or dismissal.

(Signature)

(Date)

(SIGNATURE NOT REQUIRED IF ATTACHED TO EMPLOYMENT APPLICATION AND SUBMITTED ELECTRONICALLY THROUGH THE CITY'S ON-LINE APPLICATION WEBSITE)